

October 18, 2012

Dear Consultant:

The City of Arnold is requesting the services of a consulting engineering firm to perform the described professional services for the project included on the attached list. If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Limit your letter of interest to no more than 5 pages. This letter should include any information which might help us in the selection process, such as the persons or team you would assign to each project, the backgrounds of those individuals, and other projects your company has recently completed or are now active.

DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at www.modot.gov, in order to be counted as participation towards an established DBE Goal. We encourage DBE firms to submit letters of interest as prime consultants for any project they feel can be managed by their firm.

It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) and an Affidavit of Compliance with the federal work authorization program along with a copy of your firm's E-Verify Memorandum of Understanding (15 CSR 60-15.020) be submitted with your firm's Letter of Interest.

We request all letters be received by 3:00 pm, November 19, 2012 at City of Arnold, 2101 Jeffco Blvd, Arnold, MO 63010.

Sincerely,

Bryson E. Baker, PE
Director of Public Works

Attachment

City of Arnold/Jefferson County, Missouri – Michigan Avenue							
Federal Aid No.:	STP-5403(647)						
Location:	Michigan Avenue						
Proposed Improvement:	Roadway Reconstruction, Sidewalks, Roadway Lighting						
Length:	0.65 Miles						
Approximate Construction Cost:	\$2,127,000						
DBE Goal Determination	10%						
Consultant Services Required:	<p><i>The engineering responsibilities may include but are not limited to the following:</i></p> <p><i>The preparation of Conceptual plans, Preliminary plans, Contract plans.</i></p> <p><i>Design services may include, right of way plans, surveying, geotechnical investigations, subsurface utility exploration, public involvement, environmental and historic preservation services/permits, contract documents, assisting with the bidding process, construction support/construction inspection, utility coordination/permits and traffic controls including preparation of PS&E and final documents.</i></p>						
Other Comments:	<i>Submit 2 copies of RFQ</i>						
Contact:	<p><i>Bryson E. Baker, P.E.</i></p> <p><i>2729 Arnold Tenbrook Road</i></p> <p><i>Arnold, Missouri 63010</i></p> <p><i>636-282-2386</i></p> <p><i>bbaker@arnoldmo.org</i></p>						
Deadline:	<i>3:00 P.M., November 19, 2012</i>						
<p><i>Pursuant to the Brooks Act for Consultant Selection; the following criteria will be the basis for selection. Additional criteria may be added with the approval of Central Office Design.</i></p> <table> <tr> <td><i>Experience and Technical Competence</i></td><td><i>40 Max Points</i></td></tr> <tr> <td><i>Capacity and Capability</i></td><td><i>30 Max Points</i></td></tr> <tr> <td><i>Past Record of Performance</i></td><td><i>30 Max Points</i></td></tr> </table>		<i>Experience and Technical Competence</i>	<i>40 Max Points</i>	<i>Capacity and Capability</i>	<i>30 Max Points</i>	<i>Past Record of Performance</i>	<i>30 Max Points</i>
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